

DEPARTMENT OF THE NAVY
NAVAL FACILITIES ENGINEERING COMMAND
200 STOVALL STREET
ALEXANDRIA VA 223-2-2300

NAVFACINST 5755.1
FAC 125
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NAVFAC INSTRUCTION 5755.1

From: Commander, Naval Facilities Engineering Command

Subj: NAVY CIVIL ENGINEER CORPS/SEABEE MUSEUM

Ref: (a) SECNAVINST 5755.1A
(b) NAVSUP P-485
(c) OPNAVINST 5530.13B
(d) NAVSEAINST 8370.2
(e) SECNAVINST 4001.2F
(f) OPNAVINST 5750.13
(g) DODINST 4160.21-M of Mar 90 (NOTAL)

1. Purpose. To provide information and guidelines concerning the Civil Engineer Corps/Seabee Museum and to define the CEC/Seabee Museum Board and its relationship to the museum and the CEC/Seabee Historical Foundation.

2. Background. The CEC/Seabee Museum was established by reference (a) at the Naval Construction Battalion Center (NCBC), Port Hueneme, California, with an extension branch at NCBC Gulfport, Mississippi, and is the U.S. Navy's official and only CEC/Seabee Museum. The museum receives operational support to include funding and personnel support from the Naval Facilities Engineering Command (NAVFACENGCOM). In March 1995, the CEC/Seabee Historical Foundation, Inc., entered into a Memorandum of Understanding (MOU) with the Secretary of the Navy which allows the foundation to support museum programs and to carry out approved programs that enhance the museum and its mission. The mission of the foundation is to preserve and enhance the heritage and image of the Civil Engineer Corps and the Seabees. The foundation is a private, non-profit, charitable, educational organization chartered in the state of Mississippi.

3. Organization and Responsibilities. The CEC/SEABEE Museum is a department of NCBC Port Hueneme. Through COMNAVFACENGCOM, the museum receives guidance from the CEC/Seabee Museum Board and works directly with the foundation to further the specific objectives and

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goals of the museum as defined by the board and COMNAVFACENGCOM.

- a. CEC/Seabee Museum Board.
 - (1) The board is composed of:
 - (a) NAVFAC Code 12 (appointed by position).
 - (b) NAVFAC Code 125 (appointed by position).
 - (c) NAVFAC Code OOE (appointed by position).
 - (d) CO CBC Port Hueneme (appointed by position).
 - (e) CO CBC Gulfport (appointed by position)
 - (f) Four Civil Engineer Corps senior officers (O6 and above) from the COMNAVFACENGCOM claimancy (appointed by letter).
 - (g) One master chief petty officer from a Naval Construction Force (NCF) regiment (appointed by letter)
 - (2) The board will meet at least semi-annually at the call of the chair, who is the senior Civil Engineer Corps officer assigned to the board.
 - (3) Subject to the limits of reference (a), the board will review the operations and plans of the museum and the foundation and make recommendations to the Commander, Naval Facilities Engineering Command, with regard to:
 - (a) Expansion programs, to include allotment of space and distribution of operation and maintenance expenses for programs devoted exclusively to the foundation.
 - (b) Foundation development plans and programs that are an extension of or in any way connected to the museum.

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(c) Other broad aspects of the museum plans and operations that impact directly on the mission of the museum or on the CEC/Seabee image.

b. Museum Director. The museum director is/shall:

(1) Regarded as a professional curator by the American Association of Museums, reporting directly to the Commanding Officer, Construction Battalion Center, Port Hueneme, as a department head. Responsibilities include the operation of the museum and fulfillment of the mission of the museum within the guidelines recommended by the board and approved by COMNAVFACENGCOM.

(2) Authorized to provide limited support to the foundation on a not-to-interfere/no-cost basis as determined by the board/COMNAVFACENGCOM.

(3) Authorized to initiate action for the acquisition of government-owned Civil Engineer Support Equipment (CESE) and communication gear for barter or display and/or educational use through the chain of command per reference (b) . Storage and acquisition of weapons (i.e., first and last issue of a weapons series) will be accomplished via the chain of command, per references (c) and (d)

(4) Act for the Director of Naval History, who is designated Curator for the Navy, in compliance with references (a), (e), and (f) with regard to acceptance of direct donations of artifacts to the CEC/Seabee Museum.

(5) Coordinate with the Curator for the Navy all proposed barter, loans, transfers, and other disposition of historical materials in the custody of the CEC/Seabee Museum. Otherwise, act for the curator in carrying out the intent of references (a) and (f) regarding the technical aspects of museum management as they relate to the CEC/Seabee Museum. The director of the museum has the authority within the guidelines of reference (g), as applicable, to dispose of museum assets, to certify organizations for the receipt of government-owned equipment on loan, to extend loans

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to certified activities, and to receive material on loan from other governmental and civilian sources for exhibit in the museum.

(6) Act as the principal advisor to the Curator for the Navy regarding disposition of historical material peculiar to the Civil Engineer Corps and the Seabees that is outside the direct control of the CEC/Seabee Museum. Historical material that could be made available to the CEC/Seabee Museum will not be released from Navy custody without first being offered to the CEC/Seabee Museum.

(7) Act for the Curator for the Navy as the custodian of all Civil Engineer Corps and Seabee-related historical artifacts in the curator's collection and coordinate with the curator all proposed barter, loans, transfers, or other disposition of the curator's CEC/Seabee artifacts.

(8) Coordinate with the Curator for the Navy, as appropriate, per reference (a)

4. Disposition of CEC/Seabee-Related Equipment. As the only Navy museum devoted exclusively to the CEC/Seabees, the CEC/Seabee Museum is, therefore, the Navy's principal guardian and authority of historical, educational, and inspirational collections of CEC/Seabee artifacts, equipment and associated hardware, and other related material. Access to these materials and to other government-owned equipment that provide the wherewithal to acquire these materials through barter is essential to the accomplishment of the mission of the CEC/Seabee Museum and the Navy History program. The CEC/Seabee Museum will therefore receive first consideration in the disposition of CEC/Seabee-related GOE under Navy control. The following procedures apply:

a. The Curator for the Navy has ultimate authority and control in the disposition of all Navy historical artifacts. Every effort will be made to make temporary or permanent loans of artifacts for display to qualified sites with an appropriate connection to the artifact.

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b. The CEC/Seabee Museum will be offered the first opportunity for acceptance or refusal of COMNAVFACENGCOM-related equipment or components being considered for loan, donation, or assignment for exhibit or barter purposes.

c. The CEC/Seabee Museum will have 45 days from date of notification to inform COMNAVFACENGCOM of acceptance or refusal of equipment at which time such equipment will revert to the appropriate COMNAVFACENGCOM end-item manager.

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